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*Office Memorandum* • UNITED STATES GOVERNMENT

25X1A9a To : Mr. [REDACTED]

DATE: 8 August 1949

FROM : Chief, Transportation Division

SUBJECT: Monthly Report of Transportation Division Activities - July 1949

The following report covering activities of the Transportation Division during the month of July is submitted pursuant to your request.

## 1. Truck Operations:

The following truck operations were performed during the month:

6 trips to New York, N.Y.  
 2 trips to Kearny, N.J.  
 1 trip to Passiac, N.J.  
 203 local hauls in and around Washington

## 2. Que Building Motor Pool Operations:

1150 total trips made  
 57.5 average number of trips per day  
 8046 total miles operated  
 492 average miles per day  
 6.9 average miles per trip  
 7.7 average number of cars in pool per day  
 41.4 average time per trip

Comparison of total trips, total miles operated and average miles operated per day for the past three months:

	<u>Total Miles</u>	<u>Total Trips</u>	<u>Average Miles Per Day</u>
May	9977	1381	475.0
June	9851	1401	447.7
July	8046	1150	402.0

During the month the shuttle service between CIA Buildings and the Pentagon carried a total of 7620 passengers, an average of 381 per day.

3. Following is a report of the activities of the [REDACTED] Garage: 25X1A6a

Repair Jobs	-	24
*Labor	- \$262.50	
Parts	- 191.40	
Repair Jobs performed outside	-	5
Labor	- 1233.82	
Parts	- 84.60	
Maintenance Work	-	108
*Labor	- \$1142.00	
Parts	- 299.61	

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\*Work performed by mechanics

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Maintenance Work (Performed by Mechanic's Helpers)

Cars washed	-	139
Cars lubricated	-	58
Other service jobs	-	<u>46</u>

243

The total value of labor performed by the Mechanics in the garage during the month was \$1405.50 compared with their total salaries of \$989.51 indicating a saving of \$415.99. The value of labor performed by the Mechanic's Helpers was \$469.25 compared with salaries of \$391.66, indicating a saving of \$77.59 or an overall saving of \$493.58 for the month.

*what is basis for work performed by MSP mechanics*  
4. Forty-four (44) passenger cars operated a total of 37,103 miles during the month while thirty-two (32) trucks operated a total of 14,510 miles.

5. Volume of work and flow of personnel through the Shipping Section for the month was as follows:

Rail Reservations	-	13
Airline Reservations	-	25
Hotel Reservations	-	2
Fare Quotations	-	71
Persons Processed Overseas	-	10
Domestic Travelers	-	39
Transportation Requests	-	60

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